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Department of  
Agriculture



Federal Crop  
Insurance  
Corporation

FCIC-25450 (02-2019)  
FCIC-25450-1 (07-2019)

# **SUGAR BEET LOSS ADJUSTMENT STANDARDS HANDBOOK**

**2019 and Succeeding Crop  
Years for Counties with a  
Contract Change Date of  
11/30/2018; and**

**2020 for Counties with a  
Contract Change Date of  
04/30/2019**



**UNITED STATES DEPARTMENT OF AGRICULTURE  
KANSAS CITY, MO 64133**

<b>TITLE: SUGAR BEET LOSS ADJUSTMENT STANDARDS HANDBOOK</b>	<b>NUMBER: 25450-1</b>
<b>EFFECTIVE DATE: 2019 and Succeeding Crop Years</b>	<b>ISSUE DATE: July 23, 2019</b>
<b>SUBJECT:</b>  <b>Provides the procedures and instructions for administering the Sugar Beet crop insurance program</b>	<b>OPI: Product Administration and Standards Division</b>
	<b>APPROVED:</b>  <i>/S:/ Richard Flournoy</i>  <b>Deputy Administrator for Product Management</b>

**REASON FOR ISSUANCE**

Major changes: See changes or additions in text which have been **highlighted**. Three stars (\*\*\*) identify information that has been removed.

1. Section 16(5): Added procedure for when the sugar beet processor requires or requests a specified amount of production or acreage to be harvested prior to the date of full maturity, provided there is no damage to the crop.

## SUGAR BEET LOSS ADJUSTMENT STANDARDS HANDBOOK

### CONTROL CHART

Sugar Beet Loss Adjustment Standards Handbook						
	TP Page(s)	TC Page(s)	Text Page(s)	Exhibit Pages	Date	FCIC Number
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### FILING INSTRUCTIONS

This handbook replaces the 2019 Sugar Beet Loss Adjustment Standards Handbook, FCIC-25450 (02-2019). This handbook is effective for the 2019 and succeeding crop years for counties with an 11/30/2018 CCD and is not retroactive to any 2018 or prior crop year determinations.

This handbook is also effective for the 2020 and succeeding crop years for counties with an 4/30/2019 CCD and is not retroactive to any 2019 or prior crop year determinations.

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# PART 1 GENERAL INFORMATION AND RESPONSIBILITIES

## 1 General Information

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### A. Purpose and Objective

The RMA issued loss adjustment standards for this crop are the official standard requirements for adjusting losses in a uniform and timely manner. The RMA issued standards for this crop and crop year are in effect as of the signature date for this crop handbook located at [www.rma.usda.gov/](http://www.rma.usda.gov/).

This handbook remains in effect until superseded by reissuance of either the entire handbook or selected portions (through amendments, bulletins, or FADs). If amendments are issued for a handbook, the original handbook as amended shall constitute the handbook. A bulletin or FAD can supersede either the original handbook or subsequent amendments.

### B. Related Handbooks

The following table identifies handbooks that shall be used in conjunction with this handbook.

Handbook	Relation/Purpose
CIH	Provides overall general underwriting (not crop specific) process.
DSSH	Provides the form standards and procedures for use in the sales and service of crop insurance contracts.
GSH	Provides general crop insurance information.
LAM	Provides overall general loss adjustment (not crop-specific) process.

- (1) Terms, abbreviations, and definitions general (not crop specific) to loss adjustment are identified in the GSH [and the LAM](#).
- (2) Terms, abbreviations, and definitions specific to sugar beet loss adjustment and this handbook are in exhibits 1 and 2, herein.

### C. CAT Coverage

Refer to the CIH, GSH and LAM for provisions and procedures not applicable to CAT coverage.

## 2 AIP Responsibilities

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### A. Utilization of Standards

All AIPs shall utilize these standards for both loss adjustment and loss training for the applicable crop year. These standards, which include crop appraisal methods, claims completion instructions, and form standards, supplement the general (not crop-specific) loss adjustment standards identified in the LAM.

**B. Form Distribution**

The following is the minimum distribution of forms completed by the adjuster and signed by the insured (or the insured's authorized representative) for the loss adjustment inspection.

- (1) One legible copy to the insured; and
- (2) The original and all remaining copies as instructed by the AIP.

**C. Record Retention**

It is the AIPs responsibility to maintain records (documents) as stated in the SRA and described in the LAM.

**D. Form Standards**

- (1) The entry items in exhibits 3 - 4 are the minimum requirements for the Appraisal Worksheets and the PW. All entry items are "Substantive" (they are required).
- (2) The Privacy Act and Non-Discrimination statements are required statements that must be printed on the form or provided to the insured as a separate document. These statements are not shown on the example form(s) in exhibits 3 - 4. The current Non-Discrimination Statement and Privacy Act Statement can be found on the RMA website at: [www.rma.usda.gov](http://www.rma.usda.gov).
- (3) The certification statement required by the current DSSH must be included on the PW directly above the insured's signature block immediately followed by the statement below:

"I understand the certified information on this Production Worksheet will be used to determine my loss, if any, to the above unit. The insurance provider may audit and approve this information and supporting documentation. The Federal Crop Insurance Corporation, an agency of the United States, subsidizes and reinsures this crop insurance."

- (4) Refer to the DSSH for other crop insurance form requirements (such as point size of font, and so forth). The current DSSH can be found on the RMA website at: [www.rma.usda.gov](http://www.rma.usda.gov).

**3-10 (Reserved)**



## PART 2 POLICY INFORMATION

The AIP determines the insured has complied with all policy provisions of the crop insurance contract. The Sugar Beet CP, which are to be considered in this determination include (but are not limited to):

### 11 Insurability

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The following may not be a complete list of insurability requirements. Refer to the BP, Sugar Beet CP, and SP for a complete list.

- (1) The crop insured will be all the sugar beets in the county for which a premium rate is provided by the actuarial documents, in which the insured has a share, and that are:
  - (a) Planted for harvest as sugar beets; and
  - \*\*\* (b) Grown under a processor contract and are not excluded from the contract at any time during the crop year. In the event of damage or loss the insured must provide a copy of the processor contract, or corporate resolution if the insured is the processor.
- (2) Sugar beet acreage is not insurable (unless allowed by the SP or by WA) if:
  - (a) Planted to sugar beets the preceding crop year unless otherwise specified in the SP for the county (cannot be changed by WA);
  - (b) Interplanted with another crop;
  - (c) Planted into an established grass or legume;
  - (d) Planted prior to submitting a properly completed application;
  - (e) Rhizomania is discovered in any prior crop year, unless allowed by the SP or by WA; or
  - (f) Rotation requirements shown in the SP are not met (cannot be changed by WA).
- (3) Sugar beet growers who are also processors may establish an insurable interest if they meet the requirements specified in the CP.
- (4) Any acreage of the insured crop damaged before the final planting date (or within 30 days of initial planting for those counties without a final planting date) to the extent that growers in the area would normally not further care for the crop, must be replanted unless the AIP agrees that it is not practical. Refer to the LAM for replanting provision issues. Refer to Part 3 of this handbook for replanting payment procedures.

It will not be considered practical to replant if production from the replanted acreage cannot be delivered under the terms of the processor contract, or 30 days after the initial planting date for all counties where a late planting period is not applicable, unless replanting is generally occurring in the area.

- (5) Any acreage of sugar beets damaged to the extent that growers in the area would not normally further care for the sugar beets, an appraisal will be made to determine the production to count even though the insured may continue to care for the sugar beets.
- (6) The production guarantee will be expressed in pounds of raw sugar.

## 12 Insurability of Sugar Beets When Planted with a Cover Crop to Prevent Wind Erosion

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In some areas of the country, soil erosion and plant damage from blowing winds can be a serious problem. Some local CES offices recommend that sugar beets be planted with a cover crop such as oats, barley, wheat, or rye (depending on the area and whether the cover crop is to be fall or spring planted) in order to prevent/reduce wind erosion. Under this recommended practice, the cover crop is destroyed (generally by chemical means) before the cover crop can compete with the sugar beets. The AIP considers this an insurable practice; however, an appraisal for uninsured cause may apply if the practice is improperly performed. Refer to paragraph (1) (b) below.

- (1) Practice improperly performed.
  - (a) During the loss adjustment inspection, determine any reduction in potential production which resulted from this practice not being properly performed (such as improper seeding rates, was not destroyed prior to the tillering stage and improper destruction of the cover crop) as recommended by the area CES, or other agricultural experts for the area.
  - (b) Although untimely destruction of the cover crop is not the only thing that can contribute to improperly performing this practice, it plays a major role. The AIP will consider it improper destruction when the cover crop has been destroyed later than:
    - (i) the acreage reporting date or the tillering stage as specified in the SP, or
    - (ii) the latest destruction date recommended by the area CES, or other agricultural experts for the area.
  - (c) When production is lost due to this practice not being properly performed, enter the appraised pounds of raw sugar per acre that was lost. Refer to entry instructions for item column 37 (Uninsured Causes) on the PW.
  - (d) In Minnesota and eastern North Dakota sugar beet counties the sugar beets will be uninsurable if the practice is improperly performed. Refer to the SP cover crop statement for these counties.
- (2) Document the following in the Narrative of the PW or on a Special Report:
  - (a) The location and amount of sugar beet acreage that has had a cover crop planted on it,
  - (b) The facts, if the practice was improperly performed. If it resulted in a loss of production, also include a reference to the “appraisal for uninsured causes” in column 37 on the PW.

## 13 Unit Division

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Refer to the **crop** insurance contract for unit provisions. Unless limited by the CP or SP, a basic unit, as defined in the BP, may be divided into optional units if, for each optional unit, all of the conditions stated in the applicable provisions are met. **In addition to the requirements in the BP, basic units may be divided into optional units only if the insured has a sugar beet processor contract that requires the processor to accept all production from a number of acres specified in the sugar beet processor contract. Acreage insured to fulfill a sugar beet processor contract which provides that the processor will accept a designated amount of production or a combination of acreage and production will not be eligible for optional units.**

For information on Enterprise, **Multi-County Enterprise**, and Whole-Farm units, refer to the LAM.

## 14 **Computation of Sugar Beet Production That Meets Minimum Acceptable Standards Contained in the Contract**

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Use the following formulas to compute pounds of raw sugar of harvested production, or unharvested production that is appraised after the earliest delivery date that the processor accepts harvested production, and that meets the minimum acceptable standards contained in the processor contract or corporate resolution.

- (1) The tons of sugar beet production will be multiplied by 2,000, and then multiplied by the average percentage of raw sugar to determine the production to count.
- (2) The average percentage of raw sugar will be determined from tests performed by the processor at the time of delivery.
  - (a) If individual tests of raw sugar content are not made at the time of delivery, the average percent of raw sugar may be based on the results of previous tests performed by the processor during the crop year if it is determined that such results are representative of the total production.
  - (b) If not representative, the average percent of raw sugar will equal the raw sugar content percent shown in the SP.

### **Example:**

- The insured harvested and delivered 100 tons of sugar beets.
- The average percent of raw sugar determined by the processor was 15.6%.
- $100 \text{ tons} \times 2,000 \text{ pounds} = 200,000 \text{ pounds} \times 15.6\% (.156) \text{ Avg. \% raw sugar} = 31,200 \text{ pounds of raw sugar.}$

## 15 Computation of Sugar Beet Production That Does Not Meet Minimum Acceptable Standards Contained in the Contract

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Use the following formulas to compute pounds of raw sugar of harvested production, or unharvested production that is appraised after the earliest delivery date that the processor accepts harvested production, and that **does not meet** the minimum acceptable standards contained in the contract:

- (1) For sugar beets damaged due to an insurable COL that are accepted by the processor, the pounds of raw sugar will be determined by multiplying the tons of such damaged sugar beets by 2,000 and multiplying that result by the average percent of raw sugar contained in such production. The average percentage of raw sugar will be determined from tests performed by the processor at the time of delivery.
  - (a) If individual tests of raw sugar content are not made at the time of delivery, the average percent of raw sugar may be based on the results of previous tests performed by the processor during the crop year if it is determined that such results are representative of the total production.
  - (b) If individual tests of raw sugar content are not representative, the average percent of raw sugar will equal the raw sugar content percent shown in the SP. To compute pounds of raw sugar of sugar beets when the average percent of raw sugar is not representative, and the raw sugar content percent from the SP is required, use the following example:

### **Example:**

The insured harvested 100 tons of sugar beets.  
The percentage of raw sugar for the damaged sugar beets contained in the SP is 17.3% (.173).  
 $100 \text{ tons} \times 2000 \text{ lbs.} = 200,000 \text{ lbs.} \times .173 = 34,600 \text{ pounds of raw sugar.}$

- (2) For sugar beets damaged due to an insurable COL that are rejected by the processor, but are purchased by a salvage buyer at a reduced price, compute pounds of raw sugar in sugar beets when the salvage buyer quotes a price per ton for the damaged sugar beets (no sugar test will be performed), use the following example:

### **Example:**

The insured harvested 100 tons of damaged sugar beets that were rejected by the processor.  
The salvage buyer quoted price per ton for such damaged sugar beets is \$10.00.  
 $100 \text{ tons} \times \$10.00/\text{ton.} = \$1,000.00 \text{ gross dollar amount for the damaged beets.}$   
The contract price for raw sugar is \$.18\* per pound.  
 $\$1,000.00 \div \$.18/\text{lb.} = 5,556 \text{ raw sugar equivalent.}$

\*The contract price referenced is for example purposes only, refer to the actuarial documents for current contract price.

## 15 Computation of Sugar Beet Production That Does Not Meet Minimum Acceptable Standards Contained in the Contract (Continued)

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- (3) For sugar beets that are damaged due to an insurable COL to the extent the processor will not accept the beets because such beets did not meet the standards contained in the processor contract, and there are no salvage markets for the sugar beets, there would be no value for such beets and there would be no production to count. Refer to exhibit 4, item 56 (b) for PW entry instructions.
- (4) The required sample delivered to the processor for testing will be a minimum of 25 pounds, unless the adjuster determines it is not representative of the unit. The 25-pound minimum should consist of sugar beets topped and cleaned that are collectively pulled from the representative samples (using 1/2000 of an acre).

## 16 Production Lost Due to Harvest Prior to Full Maturity

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If the percentage of insured acreage in the unit harvested prior to full maturity exceeds the threshold specified in the actuarial documents, production to count from such acreage will be determined by increasing the amount of harvested production by 1 percent per day for each day the sugar beets were harvested prior to the date the sugar beets would have reached full maturity.

- (1) This adjustment will only be made when early harvest has been requested by the processor.
- (2) The date the sugar beets would have reached full maturity will be considered to be 45 days prior to the calendar date for the end of the insurance period, unless otherwise specified in the SP.
- (3) This adjustment will not be made if the sugar beets are damaged by an insurable cause of loss and leaving the crop in the field would reduce production. The adjuster should consult with the sugar processor and/or other agricultural experts to make this determination.
- (4) The adjustment cannot result in production to count in excess of the insured's actual production history;

### **Example:**

The date for the end of the insurance period is November 15.

The date the sugar beets would have reached full maturity will be October 1.

The threshold specified in the SP for early harvest is 10% of the insured acreage.

The insured harvested 15% of the insured acres prior to October 1.

Total production from the early harvested acres was 100 tons.

The insured harvest 20 tons per day for the 5 days prior to October 1.

September 30 - 20 tons + 1% = 20.2 tons x 2,000 = 40,400 lbs.

September 29 - 20 tons + 2% = 20.4 tons x 2,000 = 40,800 lbs.

September 28 - 20 tons + 3% = 20.6 tons x 2,000 = 41,200 lbs.

September 27 - 20 tons + 4% = 20.8 tons x 2,000 = 41,600 lbs.

September 26 - 20 tons + 5% = 21.0 tons x 2,000 = 42,000 lbs.

Total PTC 103.0 tons

## 16 Production Lost Due to Harvest Prior to Full Maturity (Continued)

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- (5) When the sugar beet processor requires or requests a specified amount of production or acreage to be harvested prior to the date of full maturity, the following procedure will apply:
- (a) The insured will not be required to submit a notice of loss to the AIP prior to the beginning of early harvest, provided there is no damage to the crop. If there is damage to the acreage intended to be early harvested, Section 12 of the Sugar Beet Crop Provisions will be applicable. If it is questionable whether the crop is damaged, the adjuster should consult with agricultural experts in the area.
  - (b) The AIP may allow the insured to self-certify the number of early harvested acres. This amount will be used to determine if the qualifying acreage threshold shown in the actuarial documents has been met, provided the AIP agrees with the amount certified.
  - (c) If the AIP does not agree with the number of acres self-certified by the producer, the early harvested acres will be determined in accordance with current procedure in the LAM.
  - (d) The amount of production harvested early will be determined from production records provided to the insured from the processor.

17-20 (Reserved)

**RESERVED**

## PART 3 REPLANTING PAYMENT PROCEDURES

### 21 Replanting Payment Procedures

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- (1) Replanting payments made on acreage replanted by a practice that was uninsurable as an original planting will require the deduction of the replanting payment for such acreage from the original unit liability. If the unit dollar loss (final claim) is less than the original unit liability minus such replanting payment, the actual indemnity dollar amount will not be affected by the replanting payment. The premium will not be reduced.
- (2) No replanting payment will be made on acreage on which one replanting payment has already been allowed for the crop year.

### 22 Qualifications for Replanting Payment

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To qualify for a replanting payment, the:

- (1) Sugar Beets must be damaged due to an insurable cause;
- (2) AIP must determine that it is practical to replant and give consent to replant (refer to the LAM);
- (3) Acres being replanted must have been initially planted on or after the “Earliest Planting” date if such date has been established by the SP;
- (4) Per acre appraisal (or appraisal plus any appraisals for uninsured causes of loss) must be less than 90 percent of the production guarantee for the acreage the insured intends to replant; and
- (5) Acreage replanted must be at least the lesser of 20 acres or 20 percent of the insured planted acreage for the unit (as determined on the final planting date). Refer to the LAM.

In the Narrative of the PW or on a Special Report, show the tons per acre appraisal for each field or subfield and the calculations to document that qualifications for a replant payment have been met.

### 23 Replanting Payment

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The amount of the replanting payment per acre will be the dollar amount specified in the SP times the insured’s share.

Show all calculations in the Narrative of the PW or on a Special Report.

#### **Example 1:**

Owner/operator (100 percent share)

30 acres replanted

Amount of the replanting payment contained in SP = \$110.00 per acre

The replanting payment \$110.00 X 1.000 (share) = \$110.00 per acre



## 23 Replanting Payment (Continued)

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### Example 2:

Landlord/Tenant on 50/50 share

30 acres replanted

Amount of the replanting payment contained in SP = \$110.00 per acre

The replanting payment \$110.00 X .500 (share) = \$55.00 per acre

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## 24 Replanting Payment Inspections

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Replanting payment inspections are to be prepared as final inspections on the PW only when qualifying for a replanting payment. Non-qualifying replanting payment inspections (unless the claim is withdrawn by the insured) are to be handled as preliminary inspections. If qualified for a replanting payment, a Certification Form may be prepared on the initial farm visit. Refer to the LAM.

25-30 (Reserved)

## PART 4 APPRAISALS

### 31 General Information

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Potential production for all types of inspections will be appraised in accordance with procedures specified in this handbook and the LAM. Appraisals must not be made until an accurate appraisal of potential production can be made.

### 32 Selecting Representative Samples

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- (1) Determine the minimum number of required samples for a field or subfield by the field size. Take not less than the minimum number (count) of representative samples required in exhibit 5 for each field or subfield, the average stage of growth, age (size) and general capabilities of the plants, variability of potential production, and plant damage within the field or subfield.
- (2) Split the field into subfields when:
  - (a) Variable damage causes the crop potential to appear to be significantly different within the same field; or
  - (b) The insured wishes to destroy a portion of a field.
- (3) Each field or subfield must be appraised separately.

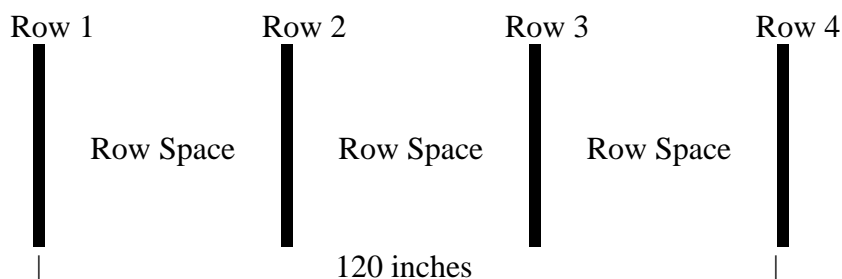
### 33 Measuring Row Width for Sample Selection

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Use these instructions for all appraisal methods that require row width determinations:

- (1) Use a measuring tape marked in inches or convert a tape marked in tenths of a foot, to inches, to measure row width (refer to LAM for conversion table).
- (2) Measure across three or more row spaces, from the center of the first row to the center of the fourth row (or as many rows needed) and divide the result by the number of row spaces measured across, to determine an average row width in whole inches.

**Example:**



$$120 \text{ inches} \div 3 \text{ row spaces} = 40 \text{ inches average row width}$$

- (3) Apply average row width to exhibit 6 to determine the required length of sample row.

### 33 Measuring Row Width for Sample Selection (Continued)

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- (4) When using two or more rows to fulfill the required length of sample row, divide the length of row required by the number of rows used in the sample. The combined length of all rows must equal the single row length.
- (5) Where rows are skipped for tractor and planter tires or water rows, refer to the LAM.

### 34 Appraisals Methods

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#### A. General Information

- (1) These instructions provide information on appraisal methods for:

Appraisal Method...	Use...
Plant Count Method	From emergence through the day prior to the earliest delivery date.
Weight Method	Starting on the earliest delivery date.

- (2) Appraisals should be postponed until plants have been thinned, if possible.
- (3) An indemnity is possible if any acreage in a unit was damaged or destroyed and it was not practical to replant it on or before the final planting date. If only a portion of the unit acreage was destroyed, and replanting was not practical on it, the appraisal will apply to the damaged or destroyed acres and the “unit indemnity,” if any, will be determined after harvest is complete (or total destruction of the sugar beets) on the unit.

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#### B. Plant Count Method

- (1) This method is based on the number of surviving plants in a designated sample row length for 1/100 acre. Refer to exhibit 6 for sample row length requirements.
- (2) Surviving plant counts are converted to pounds of raw sugar per acre by multiplying the average number of plants per sample by the yield factor. Refer to exhibit 7 for determining yield factor formula.

#### C. Weight Method

- (1) This method is based on weighing the sugar beets in 1/2000 of an acre, then converting to pounds of raw sugar per acre. Refer to exhibit 6 for sample row length requirements.
- (2) Select representative samples from 1/2000 of an acre.
- (3) Dig all sugar beets in the sample areas. Thoroughly clean off all dirt.

### **34 Appraisals Methods (Continued)**

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- (4) Discard sugar beets smaller than 2 inches in diameter (measured at the widest point of the beet) and rotten sugar beets.
- (5) Top the sugar beets by removing an area from the top of each sugar beet so the surface of the cut is no larger than 1½ inches in diameter.
- (6) Weigh all topped sugar beets and record the weights in pounds, to tenths, on the appraisal worksheet. Total the weight from all samples and divide by the number of samples taken. Multiply the result by the factor of 2,000 and by the percent of sugar determined by the processor (or from the SP, if not determined).
- (7) Choose an equal number of sugar beets from each representative sample area to make up a minimum 25-pound sample that will be delivered to the processor for determination of percent of raw sugar. If the sugar cannot be determined by the processor at the time of appraisal, the percent sugar may be based on the results of previous tests performed by the processor during the crop year, if it is determined the results are representative of the total production, or the percent sugar from the SP.

### **35 Deviations and Modifications**

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- (1) Deviations in appraisal methods require RMA written authorization (as described in the LAM) prior to implementation.
- (2) There are no pre-established appraisal modifications or deviations in this handbook. Refer to the LAM for additional information.

### **36 General Information for Appraisal Worksheet Entries and Completion Procedures**

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- (1) Include the AIP's name in the appraisal worksheet title if not preprinted on the AIP's worksheet, or when a worksheet entry is not provided.
- (2) Include the claim number on the appraisal worksheet (when required by the AIP), when a worksheet entry is not provided.
- (3) Separate appraisal worksheets must be completed for each unit appraised, and for fields or subfields with a differing base (APH) yield or farming practice (applicable to replant, preliminary, and final claims). Refer to paragraph 32 for sampling requirements.
- (4) For every inspection, complete items 1 through 4. Complete Part I and II as instructed in exhibit 3.
- (5) Standard appraisal worksheet items are numbered consecutively in exhibit 3. Illustrations are also provided to illustrate how to complete all entries, except the last three items on the Appraisal Worksheet.
- (6) For all zero appraisals, refer to the LAM.

### **37-50 (Reserved)**

## PART 5 PRODUCTION WORKSHEET

### **51 General Information for Production Worksheet Entries and Completion Procedures**

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- (1) The PW is a progressive form containing all notices of damage for all preliminary, replant, and final inspections (including “No Indemnity Due” claims) on a unit.
- (2) If a PW has been prepared on a prior inspection, verify each entry and enter additional information as needed. If a change or correction is necessary, strike out all entries on the line and re-enter correct entries on a new line. The adjuster and insured should initial any line deletions.
- (3) Refer to the LAM for instructions regarding the following:
  - (a) Acreage report errors.
  - (b) Delayed notices and delayed claims.
  - (c) Corrected claims or fire losses (double coverage) and cases involving uninsured causes of loss, unusual situations, controversial claims, concealment, or misrepresentation.
  - (d) Claims involving a Certification Form (when all the acreage on the unit has been appraised to be put to another use, when acreage is being appraised for a replanting payment and all acreage on the unit has been initially planted, or other reasons described in the LAM).
  - (e) “No Indemnity Due” claims (which must be verified by an appraisal or notification from the insured that the production exceeded the guarantee).
- (4) Refer to the PPSH for information on prevented planting.
- (5) The adjuster is responsible for determining if any of the insured’s requirements under the notice and claim provisions of the policy have not been met. If any have not, the adjuster should contact the AIP.
- (6) Instructions labeled “Preliminary” apply to preliminary inspections only. Instructions labeled “Replant” apply to replant inspections only. Instructions labeled “Final” apply to final inspections only. Instructions not labeled apply to all inspections.
- (7) If the AIP determines the claim is to be denied, refer to the LAM for PW completion instructions.

**52-60 (Reserved)**

**(RESERVED)**

## Acronyms and Abbreviations

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The following table provides the acronyms and abbreviations used in this handbook.

Approved Acronym/Abbreviation	Term
AIP	Approved Insurance Provider
APH	Actual Production History
BP	Basic Provisions
CAT	Catastrophic Risk Protection
CES	Cooperative Extension Service
COL	Cause of Loss
CP	Crop Provisions
DSSH	Document and Supplemental Standards Handbook
FCIC	Federal Crop Insurance Corporation
FSA	Farm Service Agency
GSH	General Standards Handbook
GPS	Global Positioning System
LAM	Loss Adjustment Manual
PPSH	Prevented Planting Standards Handbook
PW	Production Worksheet
QA	Quality Adjustment
RMA	Risk Management Agency
SP	Special Provision(s)
WA	Written Agreement

## Definitions

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**Clamps** means sugar beets that have been topped, lifted and temporarily stacked in the field, until removed from the field for direct delivery to a processor.

**Earliest Delivery Date** means the date when processors start accepting sugar beets at their processing plants or piling stations.

**Harvest** means topping, lifting and removal of sugar beets from the field, including removal of sugar beets from clamps that include sugar beets that have been topped, lifted and temporarily, stacked in the field, if provided for in the SP for the county.

**Local Market Price** means the price per pound for raw sugar offered by buyers in the area in which the insured normally markets the sugar beets.

**Mature Sugar Beet** means any sugar beet in which the diameter is at least 2 inches or larger measured at the widest point of the sugar beet. This includes harvestable and processable sugar beets.

**Processor** means any business enterprise regularly engaged in processing sugar beets for sugar that possesses all licenses and permits for processing sugar beets required by the State in which it operates, and that possesses facilities, or has contractual access to such facilities, with enough equipment to accept and process the contracted sugar beets within a reasonable amount of time after harvest.

**Processor Contract** means a written agreement between the insured and the processor, executed on or before the acreage reporting date, which is in effect for the crop year, containing at a minimum:

- (1) The insured's commitment to plant, grow, and deliver the sugar beet production to the processor;
- (2) The processor's commitment to purchase the production stated in the contract; and
- (3) A price or formula for a price based on third party data that will be paid to the insured for the production stated in the contract.

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**Raw Sugar** means sugar that has not been extracted from the sugar beet.

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**Thinning** means the process of removing, either by machine or hand, a portion of the sugar beet plants to attain a desired plant population.



## Form Standards – Appraisal Worksheet

Verify and/or make the following entries for each appraisal worksheet element/item number. A completed appraisal worksheet example is at the end of this exhibit. For general form standards and other general information, see subparagraph 2D and paragraph 36.

Item Number/Element	Standard
Company	Name of the AIP, if not preprinted on the worksheet (Company Name).
Claim No.	Claim number as assigned by the AIP
1. Insured's Name	Name of the insured that identifies exactly the person (legal entity) to whom the policy is issued.
2. Policy Number	Insured's assigned policy number.
3. Unit Number	Unit number from the Summary of Coverage after it is verified to be correct.
4. Crop Year	Four-digit crop year, as defined in the policy, for which the claim is filed.
<b>Part I - Plant Count Method (Emergence Through The Day Prior To The Earliest Delivery Date)</b>	
5. Field ID	Field or subfield identification symbol.
6. No. of Acres***	Number of determined acres, to tenths, in field or subfield being appraised.
7. Row Width	Row width (average space in whole inches). Refer to paragraph 33 for information on determining row width and exhibit 6, for row-length sample requirements for the determined row width (1/100 of an acre sample).
8. Number of Surviving Plants/Sample	Number of live plants capable of producing a sugar beet from each sample.
9. Total Plants All Samples	Total number of plants from all samples in item 8.
10. No. of Samples	Total number of samples in item 8.
11. Avg. No. Plants/Sample	Result of dividing item 9 by item 10, rounded to nearest tenth.
12. Yield Factor	Yield factor (rounded to three decimal places) as determined by using the formula from exhibit 7.
13. Appraisal (Pounds of Raw Sugar/Acre)	Result of multiplying item 11 times item 12 (rounded to whole pounds).
14-22.	Make no entry.
23. Remarks	Enter any information pertinent to the appraisal.
The following required entries are not illustrated on the Appraisal Worksheet example below.	
24. Insured's Signature and Date	Insured's (or insured's authorized representative's) signature and date. Before obtaining insured's signature, review all entries on the appraisal worksheet with the insured (or insured's authorized representative) particularly explaining codes, etc., which may not be readily understood.

**Form Standards – Appraisal Worksheet (Continued)**


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<b>Item Number/Element</b>	<b>Standard</b>
25. Adjuster's Signature, Code No., and Date	Signature of adjuster, code number, and date signed after the insured (or insured's authorized representative) has signed. If the appraisal is performed prior to signature date, document the date of appraisal in the Remarks section of the Appraisal Worksheet (if available); otherwise, document the appraisal date in the Narrative of the PW.
Page Numbers	Page numbers - <b>Example:</b> Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.

Form Standards – Appraisal Worksheet (Continued)

Company: Any Company

Claim No.: XXXXXXXX

FOR ILLUSTRATION PURPOSES ONLY				1 INSURED'S NAME		2 POLICY NO.		3 UNIT NO.		4 CROP YEAR	
APPRAISAL WORKSHEET				I. M. INSURED		XXXXXXX		0001-0001-BU		YYYY	
SUGAR BEETS				PART I - PLANT COUNT (FROM EMERGENCE THROUGH THE EARLIEST DELIVERY DATE)							

5 FIELD ID	6 NO. OF ACRES	7 ROW WIDTH	8 NUMBER OF SURVIVING PLANTS/SAMPLE				9 TOTAL PLANTS ALL SAMPLES	10 NO. OF SAMPLES	11 AVG. NO. PLANTS/SAMPLE	12 YIELD FACTOR	13 APPRAISAL (POUNDS OF RAW SUGAR/ACRE)
A	10.00	42"	118	142	129	126	= 515	÷ 4	= 128.8	X 36.124	= 4,652
							=	÷	=	X	=

PART II - WEIGHT METHOD (STARTING WITH THE EARLIEST DELIVERY DATE)

14 FIELD ID	15 NO. OF ACRES	16 ROW WIDTH	17 POUNDS OF SUGAR BEETS/SAMPLE				18 TOTAL POUNDS ALL SAMPLES	19 NO. OF SAMPLES	20 AVG. LBS. PER SAMPLE	21 FACTOR	22 PERCENT SUGAR	23 APPRAISAL (POUNDS OF RAW SUGAR/ACRE)
							=	÷	=	X	X	=
							=	÷	=	X	X	=

24 REMARKS

APH yield = 9,031 pounds of raw sugar per acre  
 Determined plant population per acre = 25,000 plants per acre  
 Yield Factor = (APH x 100) / Determined plant population  
 Yield Factor = (9,031 lbs. x 100) / 25,000 = 36.124

This form example does not illustrate all required entry items (e.g., signature, dates, etc.). Refer to the above Appraisal Worksheet instructions for required statements and signature entries.

## Form Standards – Appraisal Worksheet (Continued)

**Part II - Weight Method**  
(Starting With The Earliest Delivery Date)

Item Number/Element	Standard
Company	Name of AIP, if not preprinted on the worksheet (Company Name).
Claim No.	Claim number as assigned by the AIP.
1. Insured's Name	Name of the insured that identifies exactly the person (legal entity) to whom the policy is issued.
2. Policy No	Insured's assigned policy number.
3. Unit No.	Unit number from the Summary of Coverage after it is verified to be correct.
4. Crop Year	Four-digit crop year, as defined in the policy, for which the claim has been filed.
5.-13.	Make no entry.
14. Field ID	Field identification symbol.
15. No. of Acres***	Number of determined acres, to tenths, in field or subfield being appraised.
16. Row Width	Row width (average space in whole inches). Refer to paragraph 33 for information on determining row width and exhibit 6, for row-length sample requirements for the determined row width (1/2000 of an acre sample).
17. Pounds of Sugar Beets/Sample	Dig the sugar beets in 1/2000 acre of sample row(s). Top, clean the dirt off, and weigh the processable (not rotten) beets (2" or larger in diameter) as outlined in subparagraph 34C. Enter the result in each block in pounds, to tenths.
18. Total Pounds All Samples	Total weight of all samples from item 17 (pounds to tenths).
19. No. of Samples	Total number of samples from item 17.
20. Avg. Lbs. Per Sample	Results of item 18 divided by item 19 (pounds, rounded to tenths).
21. Factor	Enter factor of "2,000".
22. Percent Sugar	Enter the percent of raw sugar expressed as a three-place decimal.
23. Appraisal (Pounds of Raw Sugar/Acre)	Result of multiplying item 21 times item 22 (rounded to whole pounds).
24. Remarks	Enter other information pertinent to the appraisal.
The following required entries are not illustrated on the Appraisal Worksheet example below.	
25. Insured's Signature and Date	Insured's (or insured's authorized representative's) signature and date. Before obtaining insured's signature, review all entries on the Appraisal Worksheet with the insured (or insured's authorized representative) particularly explaining codes, etc., which may not be readily understood.

**Form Standards – Appraisal Worksheet (Continued)**

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<b>Item Number/Element</b>	<b>Standard</b>
26. Adjuster's Signature, Code No., and Date:	Signature of adjuster, code number, and date signed after the insured (or insured's authorized representative) has signed. If the appraisal is performed prior to signature date, document the date of appraisal in the Remarks section of the Appraisal Worksheet (if available); otherwise, document the appraisal date in the Narrative of the PW.
Page Numbers:	Page numbers - <b>Example:</b> Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.

Form Standards – Appraisal Worksheet (Continued)

Company: Any Company

Claim No.: XXXXXXXX

FOR ILLUSTRATION PURPOSES ONLY APPRAISAL WORKSHEET SUGAR BEETS	1 INSURED'S NAME			2 POLICY NO.		3 UNIT NO.		4 CROP YEAR	
	I. M. INSURED			XXXXXXX		0001-0001-BU		YYYY	
	PART I - PLANT COUNT (FROM EMERGENCE THROUGH THE EARLIEST DELIVERY DATE)								

5	6	7	8				9	10	11	12	13
FIELD ID	NO. OF ACRES	ROW WIDTH	NUMBER OF SURVIVING PLANTS/SAMPLE				TOTAL PLANTS ALL SAMPLES	NO. OF SAMPLES	AVG. NO. PLANTS/SAMPLE	YIELD FACTOR	APPRAISAL (POUNDS OF RAW SUGAR/ACRE)
							=	÷	=	X	=
							=	÷	=	X	=

PART II - WEIGHT METHOD (STARTING WITH THE EARLIEST DELIVERY DATE)												
14	15	16	17				18	19	20	21	22	23
FIELD ID	NO. OF ACRES	ROW WIDTH	POUNDS OF SUGAR BEETS/SAMPLE				TOTAL POUNDS ALL SAMPLES	NO. OF SAMPLES	AVG. LBS. PER SAMPLE	FACTOR	PERCENT SUGAR	APPRAISAL (POUNDS OF RAW SUGAR/ACRE)
B	10.0	42	3.6	5.2	7.7		= 16.5	÷ 3	= 5.5	X 2000	X .156	= 1,716
							=	÷	=	X	X	=
							=	÷	=	X	X	=

24 REMARKS  
 PERCENT RAW SUGAR - 15.6% (.156)  
 5.5 tons/acre X 2,000 = 11,000 lbs. X .156 = 1,716 pounds of raw sugar/acre.

This form example does not illustrate all required entry items (e.g., signature, dates, etc.). Refer to the above Appraisal Worksheet instructions for required statements and signature entries.

**Form Standards - Production Worksheet**

Verify and/or make the following entries for each PW element/item number. A completed PW example is at the end of this exhibit. For general form standards and other general information, see subparagraph 2D and paragraph 51.

Item Number/Element	Standard
1. Crop/Code #	“Sugar beets” (0039)
2. Unit #	Unit number from the Summary of Coverage after it is verified to be correct.
3. Location Description	Land location that identifies the legal description, if available, and the location of the unit (e.g., section, township, and range; FSA Farm Numbers; FSA Common Land Units (CLU) and tract numbers; GPS identifications; or Grid identifications) as applicable for the crop.
4. Date(s) of Damage	First three letters of the month(s) during which the determined insured damage occurred for the inspection and cause(s) of loss listed in item 5 below. If no entry in item 5 below make no entry. For progressive damage, enter the month that identifies when the majority of the insured damage occurred. Include the specific date where applicable as in the case of hail damage (e.g., Aug 11). Enter additional dates of damage in the extra spaces, as needed. If more space is needed, document the additional dates of damage in the Narrative (or on a Special Report). Refer to the illustration in item 6 below. If there is no insurable COL, and a no indemnity due claim will be completed, make no entry.
5. Cause(s) of Damage	<p>Name of the determined insured cause(s) of damage for this crop as listed in the LAM for the date of damage listed in item 4 above. If an insured cause(s) of damage is coded as “Other,” explain in the Narrative. Enter additional causes of damage in the extra spaces, as needed. If more space is needed, document the additional determined insured causes of damage in the Narrative (or on a Special Report). Refer to the illustration in item 6 below.</p> <p>If it is evident that no indemnity is due, enter “No Indemnity Due” across the columns in Item 5 (refer to the LAM for more information on no indemnity due claims).</p>
6. Insured Cause %	<p><b>Preliminary:</b> Make no entry.</p> <p><b>Replant and Final:</b> Whole percent of damage for the insured cause of damage listed in item 5 above. Enter additional “Insured Cause %” in the extra spaces, as needed. If additional space is needed, enter the additional determined “Insured Cause %” in the Narrative (or on a Special Report). The total of all “Insured Cause %” including those entered in the Narrative must equal 100%.</p> <p>If there is no insurable COL, and a no indemnity due claim will be completed, make no entry.</p>

Form Standards - Production Worksheet (Continued)

Item Number/Element	Standard																
6. Insured Cause % (continued)	<p>Example entries for items 4-6 and the Narrative, reflecting entries for multiple dates of damage, the corresponding insured causes of damage and insured cause percents:</p> <table border="1" data-bbox="565 415 1458 642"> <tr> <td data-bbox="565 415 902 453">4. Date(s) of Damage</td> <td data-bbox="902 415 1089 453">MAY</td> <td data-bbox="1089 415 1271 453">JUN 30</td> <td data-bbox="1271 415 1458 453">AUG</td> </tr> <tr> <td data-bbox="565 453 902 527">5. Cause(s) of Damage</td> <td data-bbox="902 453 1089 527">Excess Moisture</td> <td data-bbox="1089 453 1271 527">Hail</td> <td data-bbox="1271 453 1458 527">Drought</td> </tr> <tr> <td data-bbox="565 527 902 569">6. Insured Cause %</td> <td data-bbox="902 527 1089 569">40</td> <td data-bbox="1089 527 1271 569">20</td> <td data-bbox="1271 527 1458 569">30</td> </tr> <tr> <td colspan="4" data-bbox="565 569 1458 642">Narrative: Additional date of damage – SEP 5; Cause of Damage – Freeze; Insured cause percent – 10%</td> </tr> </table>	4. Date(s) of Damage	MAY	JUN 30	AUG	5. Cause(s) of Damage	Excess Moisture	Hail	Drought	6. Insured Cause %	40	20	30	Narrative: Additional date of damage – SEP 5; Cause of Damage – Freeze; Insured cause percent – 10%			
4. Date(s) of Damage	MAY	JUN 30	AUG														
5. Cause(s) of Damage	Excess Moisture	Hail	Drought														
6. Insured Cause %	40	20	30														
Narrative: Additional date of damage – SEP 5; Cause of Damage – Freeze; Insured cause percent – 10%																	
7. Company/Agency	Name of company and agency servicing the <b>crop insurance</b> contract.																
8. Name of Insured	Name of the insured that identifies exactly the person (legal entity) to whom the policy is issued.																
9. Claim #	Claim number as assigned by the AIP.																
10. Policy #	Insured’s assigned policy number.																
11. Crop Year	Four-digit crop year, as defined in the policy, for which the claim is filed.																
12. Additional Units	<p><b>Preliminary and Replant:</b> Make no entry.</p> <p><b>Final:</b> Unit number(s) for all non-loss units for the crop at the time of final inspection. A non-loss unit is any unit for which a PW has not been completed. Additional non-loss units may be entered on a single PW.</p> <p>If more spaces are needed for non-loss units, enter the unit numbers, identified as “Non-Loss Units,” in the Narrative or on an attached Special Report.</p>																
13. Est. Prod. Per Acre	<p><b>Preliminary and Replant:</b> Make no entry.</p> <p><b>Final:</b> Estimated yield per acre, <b>in pounds of raw sugar</b>, of all non-loss units for the crop at the time of final inspection.</p>																
14. Date(s) Notice of Loss	<p><b>Preliminary:</b></p> <p>a. Date the first or second notice of damage or loss was given for the unit in item 2, in the 1st or 2nd space, as applicable. Enter the complete date (MM/DD/YYYY) for each notice.</p> <p>b. A notice of damage or loss for a third preliminary inspection (if needed) requires an additional set of PWs. Enter the date of notice for a third preliminary inspection in the 1st space of item 14 on the second set of PWs.</p> <p>c. Reserve the “Final” space on the first page of the first set of PWs for the date of notice for the final inspection.</p>																



**Form Standards - Production Worksheet (Continued)**

Item Number/Element	Standard
<p>14. Date(s) Notice of Loss (continued)</p>	<p><b>Preliminary (continued):</b></p> <ul style="list-style-type: none"> <li>d. If the inspection is initiated by the AIP, enter “Company Insp.” instead of the date.</li> <li>e. If the notice does not require an inspection, document as directed in the Narrative instructions.</li> </ul> <p><b>Replant and Final:</b> Transfer the last date (in the 1st or 2nd space from the first or second set of PWs) to the final space on the first page of the first set of PWs if a final inspection should be made as a result of the notice. Always enter the complete date of notice (MM/DD/YYYY) for the final inspection in the final space on the first set of PWs. For a delayed notice of loss or delayed claim, refer to the LAM.</p>
<p>15. Companion Policy(s)</p>	<ul style="list-style-type: none"> <li>a. If no other person has a share in the unit (insured has 100 percent share), make no entry.</li> <li>b. In all cases where the insured has less than a 100 percent share of a loss-affected unit, ask the insured if the other person sharing in the unit has a multiple-peril crop insurance contract (i.e., not crop-hail, fire, etc.). If the other person does not, enter “None.” <ul style="list-style-type: none"> <li>(1) If the other person has a multiple-peril crop insurance contract and it can be determined that the same AIP services it, enter the contract number. Handle these companion policies according to AIP instructions.</li> <li>(2) If the other person has a multiple-peril crop insurance contract and a different AIP or agent services it, enter the name of the AIP and/or agent (and contract number) if known.</li> <li>(3) If unable to verify the existence of a companion <b>crop insurance</b> contract, enter “Unknown” and contact the AIP for further instructions.</li> </ul> </li> <li>c. Refer to the LAM for further information regarding companion <b>crop insurance</b> contracts.</li> </ul>

## Form Standards - Production Worksheet (Continued)

### Section I – Determined Acreage Appraised, Production and Adjustments

Make separate line entries for varying:

- (1) Rate classes, types, classes, sub-classes, intended uses, irrigated practices, cropping practices, or organic practices, as applicable;
- (2) APH yields;
- (3) Appraisals;
- (4) **Intended** use(s) of acreage;
- (5) Shares (e.g., 50 percent and 75 percent shares on the same unit); or
- (6) Appraisals for damage due to hail or fire if Hail and Fire Exclusion is in effect.

Item Number/Element	Standard
16. Field ID	<p>The field identification symbol from a sketch map or an aerial photo. Refer to the Narrative.</p> <p>Where acreage is partly replanted, omit the field ID symbol for the fields that have not been replanted and that have been consolidated into a single line entry.</p>
17. Multi-Crop Code	<p><b>Replant:</b> Make no entry.</p> <p><b>Preliminary and Final:</b> The applicable two-digit code for first crop and second crop. Refer to the LAM for instructions regarding entry of first crop and second crop codes.</p>
18. Reported Acres	<p>In the event of over-reported acres, handle in accordance with the individual AIP's instructions. In the event of under-reported acres, enter the reported acres to tenths for the field or sub field. If there are no under-reported acres, make no entry.</p>
19. Determined Acres	<p>Refer to the LAM for definition of acceptable determined acres used herein. Enter the determined acres to tenths for the field or subfield for which consent is given for other use and/or:</p> <ol style="list-style-type: none"> <li>a. Put to other use without consent;</li> <li>b. Abandoned;</li> <li>c. Damaged by uninsured causes; or</li> <li>d. For which the insured failed to provide acceptable records of production.</li> </ol>

## Form Standards - Production Worksheet (Continued)

Item Number/Element	Standard
19. Determined Acres (continued)	<p>Refer to the LAM for procedures regarding when estimated acres are allowed and documentation requirements.</p> <p><b>Replant:</b> Determine the total acres, to tenths, of replanted acreage (do not estimate). Make a separate line entry for any part of a field not replanted.</p> <p>a. Determine the planted acreage of any fields not replanted. Consolidate it into a single line entry unless the usual reasons for separate line entries apply. Record the field identities (from a map or aerial photo) in the Narrative.</p> <p>b. Account for all planted acreage in the unit.</p> <p><b>Preliminary and Final:</b> Determined acres to tenths.</p> <p>Acreage breakdowns within a unit or field may be estimated (refer to the LAM) if a determination is impractical.</p> <p>Account for all planted acreage in the unit.</p>
20. Interest or Share	Insured's interest in the crop to three decimal places as determined at the time of inspection. If shares vary on the same unit, use separate line entries.
21. Risk	<p>Three-digit code for the correct "Rate" as specified on the actuarial document maps. If a "Rate" or "High-Risk Area" is not specified on the actuarial document maps, make no entry. Verify with the Summary of Coverage and if the "Rate" is found to be incorrect, revise according to the AIP's instructions. Refer to the LAM.</p> <p>Unrated land is uninsurable without a WA.</p>
22. Type	Three-digit code number, entered exactly as specified on the actuarial documents for the type grown by the insured. If "No Type Specified" is shown in the actuarial documents, enter the appropriate three-digit code number from the actuarial documents (e.g., 997). If a type is not specified on the actuarial documents, make no entry.
23. Class	Three-digit code number, entered exactly as specified on the actuarial documents for the class grown by the insured. If "No Class Specified" is shown in the actuarial documents, enter the appropriate three-digit code number from the actuarial documents (e.g., 997). If a class is not specified on the actuarial documents, make no entry.
24. Sub-Class	Three-digit code number, entered exactly as specified on the actuarial documents for the sub-class grown by the insured. If "No Sub-Class Specified," is shown in the actuarial documents, enter the appropriate three-digit code number from the actuarial documents (e.g., 997). If a sub-class is not specified on the actuarial documents, make no entry.

**Form Standards - Production Worksheet (Continued)**

<b>Item Number/Element</b>	<b>Standard</b>								
25. Intended Use	Three-digit code number, entered exactly as specified on the actuarial documents for the intended use of the crop grown by the insured. If “No Intended Use Specified” is shown in the actuarial documents, enter the appropriate three-digit code number from the actuarial documents (e.g., 997). If an intended use is not specified on the actuarial documents, make no entry.								
26. Irr. Practice	Three-digit code number, entered exactly as specified on the actuarial documents for the irrigated practice carried out by the insured. If “No Irrigated Practice Specified” is shown in the actuarial documents, enter the appropriate three-digit code number from the actuarial documents (e.g., 997). If an irrigated practice is not specified on the actuarial documents, make no entry.								
27. Cropping Practice	Three-digit code number, entered exactly as specified on the actuarial documents for the cropping practice (or practice) carried out by the insured. If “No Cropping Practice” or “No Practice Specified” is shown in the actuarial documents, enter the appropriate three-digit code number from the actuarial documents (e.g., 997). If a cropping practice is not specified on the actuarial documents, make no entry.								
28. Organic Practice	Three-digit code number, entered exactly as specified on the actuarial documents for the organic practice carried out by the insured. If “No Organic Practice Specified” is shown in the actuarial documents, enter the appropriate three-digit code number from the actuarial documents (e.g., 997). If an organic practice is not specified on the actuarial documents, make no entry.								
29. Stage	<p><b>Preliminary:</b> Make no entry.</p> <p><b>Replant:</b> Replant stage abbreviation as shown below.</p> <table border="0" data-bbox="535 1291 1388 1512"> <thead> <tr> <th data-bbox="535 1291 779 1323"><u>Stage</u></th> <th data-bbox="795 1291 966 1323"><u>Explanation</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="535 1323 779 1396">“R” .....</td> <td data-bbox="795 1323 1388 1396">Acreage replanted and qualifying for replanting payment.</td> </tr> <tr> <td data-bbox="535 1396 779 1438">“NR” .....</td> <td data-bbox="795 1396 1388 1438">***Acreage not replanted.</td> </tr> <tr> <td data-bbox="535 1438 779 1512">“RN” .....</td> <td data-bbox="795 1438 1388 1512">Acreage replanted and not qualified for a replanting payment.</td> </tr> </tbody> </table>	<u>Stage</u>	<u>Explanation</u>	“R” .....	Acreage replanted and qualifying for replanting payment.	“NR” .....	***Acreage not replanted.	“RN” .....	Acreage replanted and not qualified for a replanting payment.
<u>Stage</u>	<u>Explanation</u>								
“R” .....	Acreage replanted and qualifying for replanting payment.								
“NR” .....	***Acreage not replanted.								
“RN” .....	Acreage replanted and not qualified for a replanting payment.								

Form Standards - Production Worksheet (Continued)

Item Number/Element	Standard																		
<p>29. Stage (continued)</p>	<p><b>Final: Stage abbreviation as shown below.</b></p> <table border="0"> <thead> <tr> <th data-bbox="532 310 787 342"><b>Stage</b></th> <th data-bbox="812 310 982 342"><b>Explanation</b></th> </tr> </thead> <tbody> <tr> <td data-bbox="532 342 787 483">“P”.....</td> <td data-bbox="812 342 1469 483">Acreage abandoned without consent, put to other use without consent, damaged solely by uninsured causes, or for which the insured failed to provide acceptable records of production to the AIP.</td> </tr> <tr> <td colspan="2" data-bbox="812 525 1469 724">Acreage for sugar beet production (For applicable Michigan and Minnesota counties as listed in the SP) placed in a clamp that is not delivered directly to the sugar beet processing factory within the timeframe specified in the SP. Explain in the Narrative.</td> </tr> <tr> <td colspan="2" data-bbox="532 735 787 766">***</td> </tr> <tr> <td data-bbox="532 766 787 798">“H”.....</td> <td data-bbox="812 766 982 798">Harvested</td> </tr> <tr> <td data-bbox="532 798 787 829">“UH”.....</td> <td data-bbox="812 798 1388 829">Unharvested or put to other use with consent</td> </tr> <tr> <td data-bbox="532 829 787 903">“TZ”.....</td> <td data-bbox="812 829 1421 903">UUF/Third Party Damage – Zero production on same acreage</td> </tr> <tr> <td data-bbox="532 903 787 976">“TA”.....</td> <td data-bbox="812 903 1453 976">UUF/Third Party Damage – Appraised production on same acreage.</td> </tr> <tr> <td data-bbox="532 976 787 1050">“TH”.....</td> <td data-bbox="812 976 1453 1050">UUF/Third Party Damage – Harvested production on same acreage.</td> </tr> </tbody> </table> <p><b>Prevented Planting:</b> Refer to the PPSH for proper codes for any eligible prevented planting acreage.</p> <p><b>Gleaned Acreage:</b> Refer to the LAM for information on gleaning.</p>	<b>Stage</b>	<b>Explanation</b>	“P”.....	Acreage abandoned without consent, put to other use without consent, damaged solely by uninsured causes, or for which the insured failed to provide acceptable records of production to the AIP.	Acreage for sugar beet production (For applicable Michigan and Minnesota counties as listed in the SP) placed in a clamp that is not delivered directly to the sugar beet processing factory within the timeframe specified in the SP. Explain in the Narrative.		***		“H”.....	Harvested	“UH”.....	Unharvested or put to other use with consent	“TZ”.....	UUF/Third Party Damage – Zero production on same acreage	“TA”.....	UUF/Third Party Damage – Appraised production on same acreage.	“TH”.....	UUF/Third Party Damage – Harvested production on same acreage.
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<p>30. Use of Acreage</p>	<p>Use of acreage. Use the following “Intended Use” abbreviations.</p> <table border="0"> <thead> <tr> <th data-bbox="540 1354 609 1386"><u>Use</u></th> <th data-bbox="820 1354 998 1386"><u>Explanation</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="540 1386 787 1417">“Replant”.....</td> <td data-bbox="820 1386 1112 1417">***Acreage replanted</td> </tr> <tr> <td data-bbox="540 1417 787 1491">“Not Replanted”.....</td> <td data-bbox="820 1417 1161 1491">***Acreage not replanted.</td> </tr> <tr> <td data-bbox="540 1491 787 1564">“To Millet”.....</td> <td data-bbox="820 1491 1144 1564">Use made of the acreage</td> </tr> <tr> <td data-bbox="540 1564 787 1596">“WOC”.....</td> <td data-bbox="820 1564 1161 1596">Other use without consent</td> </tr> <tr> <td data-bbox="540 1596 787 1627">“SU”.....</td> <td data-bbox="820 1596 1047 1627">Solely uninsured</td> </tr> <tr> <td data-bbox="540 1627 787 1659">“ABA”.....</td> <td data-bbox="820 1627 1193 1659">Abandoned without consent</td> </tr> <tr> <td data-bbox="540 1659 787 1690">“H”.....</td> <td data-bbox="820 1659 966 1690">Harvested</td> </tr> <tr> <td data-bbox="540 1690 787 1722">“UH”.....</td> <td data-bbox="820 1690 998 1722">Unharvested</td> </tr> </tbody> </table>	<u>Use</u>	<u>Explanation</u>	“Replant”.....	***Acreage replanted	“Not Replanted”.....	***Acreage not replanted.	“To Millet”.....	Use made of the acreage	“WOC”.....	Other use without consent	“SU”.....	Solely uninsured	“ABA”.....	Abandoned without consent	“H”.....	Harvested	“UH”.....	Unharvested
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Form Standards - Production Worksheet (Continued)

Item Number/Element	Standard
30. Use of Acreage (continued)	<p>Verify any “Intended Use” entry. If final use of the acreage was not as indicated, strike out the original line and initial it. Enter all data on a new line showing the correct “Final Use.”</p> <p><b>Prevented Planting:</b> Refer to the PPSH for proper codes for any eligible prevented planting acreage.</p> <p><b>Gleaned Acreage:</b> Refer to the LAM for information on gleaning.</p>
31. Appraised Potential	<p><b>Replant:</b> Document the replant calculations in the Narrative and enter the amount allowed per acre for replanting in dollars and cents. Refer to Part 3 for qualifications and computations.</p> <p><b>Preliminary and Final:</b> Per acre appraisal in pounds of raw sugar, of potential production for the acreage appraised from the appraisal worksheet.***</p> <p>If there is no potential on UH acreage, enter “0.” Refer to the LAM for procedures for documenting zero yield appraisals. *** Explain all calculations in the Narrative or on a Special Report. ***</p>
32a.-33.	Make no entry.
34. Production Pre QA	<p><b>Replant:</b> Enter the result of multiplying column 31 times column 19 rounded to dollars and cents. If no entry in column 31, make no entry.</p> <p><b>Preliminary and Final:</b> Result of multiplying column 31 times column 19 rounded to whole pounds of raw sugar. If no entry in column 31, make no entry.</p>
35. Quality Factor	Make no entry.
36. Production Post QA	Transfer the entry in item 34.
37. Uninsured Cause	<p><b>Replant:</b> Make no entry.</p> <p><b>Preliminary and Final:</b> Potential to Count: Result of pounds of raw sugar per acre appraisal for uninsured causes (taken from appraisal worksheet or other documentation) multiplied by column 19, rounded to whole pounds of raw sugar. If no uninsured causes, make no entry. Explain any entry in the Narrative.</p> <p>a. Hail and Fire exclusion not in effect.</p> <p>(1) Enter the result of multiplying column 19 entry by not less than the insured’s production guarantee per acre in whole pounds of raw sugar for the line, (calculated by multiplying the elected coverage level percentage times the approved APH yield per acre shown on the APH form) for any “P” stage acreage.</p>

## Form Standards - Production Worksheet (Continued)

Item Number/Element	Standard
37. Uninsured Cause (continued)	<p>(2) On preliminary inspections, advise the insured to keep the harvested production from any acreage damaged solely by uninsured causes separate from other production.</p> <p>(3) For acreage that is damaged partly by uninsured causes, enter the result of multiplying the appraised uninsured loss of production per acre in <b>pounds of raw sugar, multiplied by column 19, times column 33, rounded to whole pounds of raw sugar</b></p> <p>b. When there is late-planted acreage, the applicable production guarantee for such acreage is the production guarantee per-acre that has been reduced for late-planted acreage, multiplied by column 19 entry for any such acreage.</p> <p>c. Refer to the LAM when a Hail and Fire Exclusion is in effect and damage is from hail or fire.</p> <p>d. Enter the result of adding uninsured cause appraisals to hail and fire exclusion appraisals.</p> <p>e. For fire losses, if the insured also has other fire insurance (double coverage), refer to the LAM.</p>
38. Total to Count	<p><b>Replant:</b> Transfer the entry in column 36.</p> <p><b>Preliminary and Final:</b> The entry will be the result of adding column 36 and column 37.</p>
39. Total	<p><b>Preliminary:</b> Make no entry.</p> <p><b>Replant and Final:</b> Total determined acres (column 19), to tenths.</p>
40. Quality	<p><b>Replant:</b> Make no entry.</p> <p><b>Preliminary and Final:</b> Check "None."</p>
41. Mycotoxins exceed FDA, State, or other health organization maximum limits.	Make no entry.
42. Totals	Total of entries in columns 34, 36, 37 and 38. If a column has no entries, make no entry.

**Form Standards - Production Worksheet (Continued)**
**Narrative Instructions**

If more space is needed, document on a Special Report, and enter “See Special Report.” Attach the Special Report to the PW.

a.	If no acreage is released on the unit, enter “No acreage released,” adjuster’s initials, and date.
b.	If notice of damage was given and no inspection is required, enter “No Inspection,” the unit number(s), date, and adjuster’s initials (do not enter unit numbers for which notice has not been given). The insured’s signature is not required.
c.	Explain any uninsured causes, unusual, or controversial cases.
d.	If there is an appraisal in Section I, column 37 for uninsured causes due to a hail/fire exclusion, show the original hail/fire liability per acre and the hail/fire indemnity per acre.
e.	Document the actual appraisal date if an appraisal was performed prior to the adjuster’s signature date on the appraisal worksheet, and the date of the appraisal is not recorded on the appraisal worksheet.
f.	State that there is “No other fire insurance” when fire damages or destroys the insured crop and it is determined that the insured has no other fire insurance. Also refer to the LAM.
g.	Explain any errors found on the Summary of Coverage.
h.	Explain any commingled production. Refer to the LAM.
i.	Explain any entry for “Production Not to Count” in Section II, column 62 and/or any production not included in Section II, column 56 or column 49 - 52 entries (e.g., harvested production from uninsured acreage that can be identified separately from the insured acreage in the unit).
j.	Explain a “NO” checked in item 44, “Damage Similar to Other Farms in the Area?”
k.	Attach a sketch map or aerial photo to identify the total unit: (1) If consent is or has been given to put part of the unit to another use or to replant; (2) If acreage has been replanted to a practice uninsurable as an original practice; (3) If uninsured causes are present; or (4) For unusual or controversial cases.  Indicate on the aerial photo or sketch map, the disposition of acreage destroyed or put to other use with or without consent.
l.	Explain any difference between date of inspection and signature dates. For an absentee insured, enter the date of the inspection and the date of mailing the PW for signature.
m.	When any other adjuster or supervisor accompanied the adjuster on the inspection, enter the code number of the other adjuster or supervisor and the date of inspection.
n.	Explain the reason for a “No Indemnity Due” claim. “No Indemnity Due” claims are to be distributed in accordance with the AIP’s instructions.
o.	Explain any delayed notices or delayed claims as instructed in the LAM.
p.	Document any authorized estimated acres, as instructed in the LAM, shown in Section I, column 19.
q.	Document the method and calculation used to determine acres for the unit. Refer to the LAM.
r.	Specify the type of insects or disease when the insured cause of damage or loss is listed as insects or disease. Explain why control measures did not work.



## Form Standards - Production Worksheet (Continued)

## Narrative Instructions (Continued)

s.	Document the pounds of raw sugar per acre appraisal (plus appraisal for uninsured causes of loss, if applicable) for replanted acreage, and the calculations to show that the qualifications for a replanting payment have been met. Refer to Part 3, paragraph 22.
t.	If any acreage to be replanted in the unit does not qualify for a replanting payment, enter Field No., "NOT QUAL FOR RP PAYMENT," date of inspection, adjuster's initials, and reason not qualified.
u.	Document the name and address of the charitable organization when gleaned acreage is applicable. Refer to the LAM for more information on gleaning.
***	
v.	Document sugar percent from the processor for weight method appraisal.
w.	Explain COL if acreage was released by the processor.
x.	Document the earliest delivery date for the processor.
***	
y.	Document if less than an entire field of sugar beets will be placed in a clamp, the acreage from which the sugar beets were lifted and placed in a clamp.
z.	Document any other pertinent information, including any data to support any factors used to calculate the production.
aa.	If less than an entire field of sugar beets will be placed in a clamp, the acreage from which the sugar beets were lifted and placed in a clamp must be specifically identified. Document such acreage in the Narrative or on a Special Report.

**Form Standards - Production Worksheet (Continued)**

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**Section II – Determined Harvested Production**

- (1) Account for all harvested production (for all entities sharing in the crop) except production appraised before harvest and shown in Section I because the quantity cannot be determined later (e.g. released for other uses, etc.). Acreage for sugar beet production (For applicable Michigan and Minnesota counties as listed in the SP) placed in a clamp that is not delivered directly to the sugar beet processing factory within the timeframe specified in the SP will be considered undamaged and the production guarantee will be assessed for such acreage as determined by the adjuster. Explain in the Narrative.
- (2) Columns 49 through 52 are for structure measurement entries (Rectangular, Round, Square, Conical Pile, etc.). If structures are a combination of shapes, break into a series of average measurements, if possible. Enter “Odd Shape” if production is stored in an odd-shaped structure. Document measurements on a Special Report or other FCIC-approved worksheet used for this purpose.
- (3) If farm-stored production has been weighed prior to storage and acceptable weight tickets are available showing gross weights, enter “Weighed and Stored on Farm” in columns 49 through 52. Refer to the LAM for acceptable weight tickets.
- (4) For production commercially stored, sold, etc., make entries in columns 49 through 52 as follows:
  - (a) Name and address of processors or buyers.
  - (b) “Fed.”
- (5) There will be no “harvested production” entries for replanting payments.
- (6) If acceptable sales or weight tickets are not available, refer to the LAM.
- (7) If additional lines are necessary, the data may be entered on a continuation sheet. Use separate lines for:
  - (a) Varying names and addresses of buyers of sold production.
  - (b) Varying shares; e.g., 50 percent and 75 percent shares on same unit.
- (8) There will generally be no harvested production entries in columns 47 through 66 for preliminary inspections.
- (9) If there is harvested production from more than one insured practice (or type) and a separate approved APH yield has been established for each, the harvested production also must be entered on separate lines in columns 47 through 66 by type or practice. If production has been commingled, refer to the LAM.

## Form Standards - Production Worksheet (Continued)

Item Number/Element	Standard
43. Date Harvest Completed: (Used to determine if there is a delayed notice or a delayed claim. Refer to the LAM.)	<p><b>Preliminary:</b> Make no entry.</p> <p><b>Replant and Final:</b></p> <p>a. The earlier of the date the entire acreage on the unit was (1) harvested, (2) totally destroyed, (3) replanted, (4) put to other use, (5) a combination of harvested, destroyed, or put to other use, or (6) the calendar date for the end of the insurance period.</p> <p>b. If at the time of final inspection (if prior to the end of the insurance period), there is any unharvested insured acreage remaining on the unit that the insured does not intend to harvest; enter "Incomplete."</p> <p>c. If at the time of final inspection (if prior to the end of the insurance period), none of the insured acreage on the unit has been harvested, and the insured does not intend to harvest such acreage, enter "No Harvest."</p> <p>d. If the case involves a Certification Form, enter the date from the Certification Form when the entire unit is put to another use, replanting is complete for the unit, etc. Refer to the LAM.</p>
44. Damage similar to other farms in the area?	<p><b>Preliminary:</b> Make no entry.</p> <p><b>Replant and Final:</b> Check "Yes" or "No." Check "Yes" if the amount and cause of damage due to insurable causes is similar to the experience of other farms in the area. If "No" is checked, explain in the Narrative.</p>
45. Assignment of Indemnity	Check "Yes" only if an assignment of indemnity is in effect for the crop year; otherwise, check "No." Refer to the LAM.
46. Transfer of Right to Indemnity	Check "Yes" only if a transfer of right to indemnity is in effect for the unit for the crop year; otherwise, check "No." Refer to the LAM.
47a. Share	Record only varying shares on same unit to three decimal places.
47b. Field ID	<p>a. If only one practice and/or type of harvested production is listed in Section I, make no entry.</p> <p>b. If more than one practice and/or type of harvested production is listed in Section I, and a separate approved APH yield exists, indicate for each practice/type the corresponding Field ID (from Section I, column 16).</p>
48. Multi-Crop Code	The applicable two-digit code for first crop and second crop. Refer to the LAM for instructions regarding entry of first crop and second crop codes.

## Form Standards - Production Worksheet (Continued)

Item Number/Element		Standard
49.-54	Length or Diameter, Width, Depth, Deductions, Net Cubic Feet, and Conversion Factor	For production sold, enter name and address of processor or buyer.
55.	Gross Prod.	Delivered tons, to tenths, of harvested sugar beets delivered to the processor or a salvage buyer.
56.	Bu., Ton, Lbs., Cwt.	<p>Circle “Lbs.” in column heading. Make separate line entries for sugar beets as defined in “a,” “b,” “c,” and “d” below.</p> <p>a. For sugar beets delivered to the processor that meet the minimum acceptable standards contained in the processor contract, or sugar beets that do not meet the minimum acceptable standards contained in the contract, however, the processor agrees to accept the beets, enter the production in whole pounds by multiplying Item 55 x 2000, before deductions or additions for sugar content.</p> <p>Refer to subparagraph 15 (1) to determine the pounds of raw sugar.</p> <p>b. For sugar beets damaged due to an insurable COL that are rejected by the processor because they do not meet the minimum acceptable standards contained in the contract, but a salvage buyer agrees to purchase the damaged sugar beets at a reduced price, use the formula in subparagraph 15 (2) to compute pounds of raw sugar to be entered.</p> <p>c. For sugar beets that are damaged due to an insurable COL to the extent the processor will not accept the beets, and there is no salvage market for the damaged sugar beets, enter zero. Because such beets did not meet the standards contained in the contract, there would be no value for such beets and there would be no production to count. Refer to the LAM for purpose of the “Certification Form.”</p> <p>d. Use the following formula to compute pounds of sugar beets stored in conical piles.</p> <p>(1) Diameter<sup>2</sup> (in feet to tenths) times .2618 times depth (in feet to tenths) minus deductions (cubic feet to tenths) equals net cubic feet of sugar beets.</p> <p>(2) Net cubic feet of sugar beets (from (1) above), times 38 pounds (sugar beet unit of measure is 38 pounds per cubic foot), equals weight in pounds.</p>

## Form Standards - Production Worksheet (Continued)

Item Number/Element		Standard
56.	Bu., Ton, Lbs., Cwt. (continued)	<p><b>Example:</b> Diameter = 25 feet; height = 10 feet  <math>(25 \text{ ft.} \times 25 \text{ ft.}) \times .2618 \times 10 \text{ ft.} = 1636.3 \text{ ft.}^3</math>  <math>1636.3 \text{ ft.}^3 \times 38 \text{ lbs.} = 62,179 \text{ lbs.}</math></p> <p>e. For sugar beets harvested prior to full maturity, increase the amount of harvested production by 1 percent per day for each day the sugar beets were harvested prior to the date the sugar beets would have reached full maturity. Refer to paragraph 16 for more information on adjustments made to production harvested prior to full maturity, including when this type of adjustment will not be made.</p>
57.	Shell/Sugar Factor	<p>For harvested production that meets the minimum acceptable standards in the processor contract, enter the average percentage of raw sugar determined from tests performed by the processor at the time of delivery.</p> <p>The average percentage of sugar for production to count is the total percent of sugar in the delivered beets (raw sugar) before any separation into refined sugar and other derivatives, such as molasses, and shown on the processor's records for the insured.</p> <p><b>Example:</b> Average percent of raw sugar to three decimal places (i.e., <math>15.6\% = .156</math>)</p> <p>If sugar-content tests are not made (by the processor) at the time of delivery, the average percent of raw sugar may be based on results of previous tests performed by the processor during the crop year. If results are representative of total production, use the average percent of raw sugar. If results are not representative, use the percent of sugar shown on the SP.</p> <p>For sugar beets that do not meet the minimum acceptable standards contained in the contract, enter the percent sugar from the SP.</p>
58a.-60b.		Make no entry.
61.	Adjusted Production	<p>Result of multiplying column 56 times column 57 rounded to whole pounds of raw sugar.</p> <p>Exception: For sugar beets rejected by the processor because they do not meet the minimum acceptable standards contained in the contract, but a salvage buyer agrees to purchase at a reduced price, enter the amount calculated in accordance with item 56 c. above (Refer to subparagraph 15(2).)</p>

## Form Standards - Production Worksheet (Continued)

Item Number/Element		Standard
62.	Prod. Not to Count	<p>Net production not to count, in <b>pounds of raw sugar</b>, when acceptable records identifying such production are available, from harvested acreage which has been assessed an appraisal of not less than the guarantee per acre, or from other sources (e.g., other units or uninsured acreage) in the same storage structure (if the storage entries include such production).</p> <p>This entry must never exceed production shown on the same line. Explain the total storage structure contents (storage structure sugar beet depth, etc.) <b>and</b> any “production not to count” in the Narrative.</p>
63.	Production Pre-QA	Result of subtracting the entry in column 62 from column 61.
64a.-65.		Make no entry.
66.	Production to Count	Transfer entry from column 63.
67.	Total of Column 63	Total of column 63. If no entry in column 63, make no entry.
For items 68 – 72. When separate line entries are made for varying share, stages, APH yields, price elections, types, etc., within the unit, and totals need to be kept separate for calculating indemnities, make no entry and follow the AIP’s instructions; otherwise, make the following entries.		
68.	Section II Total:	<p><b>Preliminary and Replant:</b> Make no entry.</p> <p><b>Final:</b> Total of column 66.</p>
69.	Section I Total	<p><b>Preliminary and Replant:</b> Make no entry.</p> <p><b>Final:</b> Enter figure from Section I, column 38 total.</p>
70.	Unit Total	<p><b>Preliminary and Replant:</b> Make no entry.</p> <p><b>Final:</b> Total of column 68 and column 69.</p>
71.	Allocated Prod	Refer to the LAM for instructions for determining allocated production. Enter the total production, rounded <b>whole pounds of raw sugar</b> , allocated to this unit that is included in Sections I or II of the PW. Document how allocated production was determined and record supporting calculations in the Narrative or on a Special Report.
72.	Total APH Prod.	Result of subtracting the total of column 37 (item 42 “Totals”) and item 71 (Allocated Prod.) from item 70 (Unit Total). If no entries in item 37 and item 71, transfer the entry in item 70. Make no entry when separate APH yields are maintained by type, practice, etc., within the unit.

## Form Standards - Production Worksheet (Continued)

Item Number/Element	Standard
<b>The following required entries are not illustrated on the PW example below.</b>	
73.	<p data-bbox="261 310 570 375">Insured's Signature and Date</p> <p data-bbox="638 310 1471 485">Insured's (or insured's authorized representative's) signature and date. Before obtaining the signature, review all entries on the PW with the insured (or insured's authorized representative), particularly explaining codes, etc., that may not be readily understood.</p> <p data-bbox="638 531 1365 596">Final indemnity inspections and final replanting payment inspections should be signed on bottom line.</p>
74.	<p data-bbox="261 604 537 669">Adjuster's Signature, Code #, and Date</p> <p data-bbox="638 604 1455 779">Signature of adjuster, code number, and date signed after the insured (or insured's authorized representative) has signed. For an absentee insured, enter adjuster's code number only. The signature and date will be entered after the absentee has signed and returned the PW.</p> <p data-bbox="638 825 1365 890">Final indemnity inspections and final replanting payment inspections should be signed on bottom line.</p>
75.	<p data-bbox="261 898 326 930">Page</p> <p data-bbox="638 898 1393 966"><b>Preliminary:</b> Page numbers – “1,” “2,” etc., at the time of inspection.</p> <p data-bbox="638 1010 1414 1075"><b>Replant and Final:</b> Page numbers - <b>Example:</b> Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.</p>

Form Standards - Production Worksheet (Continued)

PRODUCTION WORKSHEET

1. Crop/Code # Sugar Beets 0039	2. Unit # 0001-0001-BU	3. Location Description SE6-140N-50W	7. Company Agency ANY COMPANY ANY AGENCY	8. Name of Insured I.M. INSURED
4. Date(s) of Damage JUN 10 OCT 1	5. Cause(s) of Damage HAIL Freeze	6. Insured Cause % 60 40	9. Claim # XXXXXXXX	11. Crop Year YYYY
12. Additional Units 0002-0002-BU	13. Est. Prod. Per Acre 12	10. Policy # XXXXXX	14. Date(s) Notice of Loss 1st MM/DD/YYYY 2nd MM/DD/YYYY Final MM/DD/YYYY	15. Companion Policy(s)

SECTION I - DETERMINED ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS

A. ACTUARIAL															B. POTENTIAL YIELD							
16. Field ID	17. Multi-Crop Code	18. Reported Acres	19. Determined Acres	20. Interest or Share	21. Risk	22. Type	23. Class	24. Sub-Class	25. Intended Use	26. Irr Practice	27. Cropping Practice	28. Organic Practice	29. Stage	30. Use of Acreage	31. Appraised Potential	32a. Moisture % Factor	32b. Shell %, Factor, or Value	33. Production Pre QA	34. Quality Factor	35. Production Post QA	36. Uninsured Causes	37. Total to Count
A	NS	10.0	10.0	1.000		997					003		UH	To be plowed	4,652			4,652		4,652		4,652
B	NS	10.0	10.0	1.000		997					003		UH	UH	1,716			1,716		1,716		1,716
C	NS	67.0	65.0	1.000		997					003		H	H								
39. TOTAL			85.0	40. Quality: TW <input type="checkbox"/> KD <input type="checkbox"/> Aflatoxin <input type="checkbox"/> Vomitoxin <input type="checkbox"/> Fumonisin <input type="checkbox"/> Garlicky <input type="checkbox"/> Dark Roast <input type="checkbox"/> Sclerotinia <input type="checkbox"/> Ergoty <input type="checkbox"/> CoFo <input type="checkbox"/> Other <input type="checkbox"/> None <input checked="" type="checkbox"/> 41. Mycotoxins exceed FDA, State or other health organization maximum limits? Yes <input type="checkbox"/>												42. TOTALS	6,368		6,368		6,368	

NARRATIVE (If more space is needed, attach a Special Report) Acres from FSA 578 and map. Field A abandoned with consent and appraised prior to the earliest delivery date due to lack of processing capacity. Field B appraised after earliest deliver date. Section II, Lines 1 & 2, column 57, average % of raw sugar = .156. Section II, Line 3: production rejected by the processor. Sold to salvage buyer for \$1,000 (\$10/ton). \$1000 ÷ \$0.18 (price/lb. for raw sugar) = 5,556 lbs. of raw sugar

SECTION II - DETERMINED HARVESTED PRODUCTION

43. Date Harvest Completed MM/DD/YYYY						44. Damage similar to other farms in the area? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>						45. Assignment of Indemnity Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>						46. Transfer of Right to Indemnity? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					
A. MEASUREMENTS						B. GROSS PRODUCTION						C. ADJUSTMENTS TO HARVESTED PRODUCTION											
47a. Share	47b. Field ID	48. Multi-Crop Code	49. Length or Diameter	50. Width	51. Depth	52. Deduction	53. Net Cubic Feet	54. Conversion Factor	55. Gross Prod.	56. Bu (Ton) Lbs. CWT	57. Shell/Sugar Factor	58a. FM% Factor	58b. Moisture % Factor	59a. Test WT Factor	60a. Adjusted Production	61. Prod. Not to Count	62. Production Pre-QA	63. Value Mkt. Price	64a. Quality Factor	64b. Production to Count			
		NS	Upstate Sugar Co. Any Town, Any State				100.0	200,000	.156						31,200		31,200				31,200		
		NS	Upstate Sugar Co. Any Town, Any State				51.0	102,000	.156						15,912		15,912				15,912		
		NS	Salvage Buyer. Any Town, Any State				100.0	5,556							5,556		5,556				5,556		

67. TOTAL	52,668	68. Section II Total	52,668
		69. Section I Total	6,368
		70. Unit Total	59,036
		71. Allocated Prod.	
		72. Total APH Prod.	59,036

This form example does not illustrate all required entry items (e.g., signature, dates, etc.).



Form Standards - Production Worksheet (Continued)

1. Crop/Code # <b>Sugar Beets</b> <b>0039</b>		2. Unit # <b>0001-0001-BU</b>		3. Location Description <b>NE27-135N-71W</b>			7. Company Agency <b>ANY COMPANY</b> <b>ANY AGENCY</b>								8. Name of Insured <b>I.M. INSURED</b>												
4. Date(s) of Damage <b>MAY 10</b>				5. Cause(s) of Damage <b>Freeze</b>				6. Insured Cause % <b>100</b>				12. Additional Units				13. Est. Prod. Per Acre				9. Claim # <b>XXXXXXXXXX</b>				11. Crop Year <b>YYYY</b>			
10. Policy #				14. Date(s) Notice of Loss				1st <b>MM/DD/YYYY</b>				2nd				Final <b>MM/DD/YYYY</b>											
10. Policy # <b>XXXXXXXXXX</b>																15. Companion Policy(s)											
<b>SECTION I – DETERMINED ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS</b>																											
<b>A. ACTUARIAL</b>										<b>B. POTENTIAL YIELD</b>																	
16.	17.	18.	19.	20.	21.	22.	23.	24.	25.	26.	27.	28.	29.	30.	31.	32a.	32b.	33.	34.	35.	36.	37.	38.				
Field ID	Multi-Crop Code	Reported Acres	Determined Acres	Interest or Share	Risk	Type	Class	Sub-Class	Intended Use	Irr Practice	Cropping Practice	Organic Practice	Stage	Use of Acreage	Appraised Potential	Moisture % Factor	Shell %, Factor, or Value	Production Pre QA	Quality Factor	Production Post QA	Uninsured Causes	Total to Count					
<b>A</b>		<b>31.0</b>	<b>30.0</b>	<b>1.000</b>		<b>997</b>					<b>003</b>		<b>R</b>	REPLANTED	<b>110.00</b>			<b>3300.00</b>		<b>3300.00</b>		<b>3300.00</b>					
<b>B</b>			<b>1.0</b>	<b>1.000</b>		<b>997</b>					<b>003</b>		<b>NR</b>	NOT REPLANTED													
39. TOTAL			<b>31.0</b>	40. Quality: TW <input type="checkbox"/> KD <input type="checkbox"/> Aflatoxin <input type="checkbox"/> Vomitoxin <input type="checkbox"/> Fumonisin <input type="checkbox"/> Garlicky <input type="checkbox"/> Dark Roast <input type="checkbox"/> Sclerotinia <input type="checkbox"/> Ergoty <input type="checkbox"/> CoFo <input type="checkbox"/> Other <input type="checkbox"/> None <input type="checkbox"/>										42. TOTALS		<b>3300.00</b>		<b>3300.00</b>		<b>3300.00</b>							
41. Mycotoxins exceed FDA, State or other health organization maximum limits? Yes <input type="checkbox"/>																											

Narrative (If more space is needed, attach a Special Report) Example above shows the maximum dollar amount as allowed in the SPs for replanting payment. Appraised potential less than 90% of the production guarantee (26.10 x 90% = 23.5 ton/ac. Appraised potential = 13.4 ton/ac. Replant amount shown in the SP = \$110.00 per acre. Acreage was determined using wheel measurements. See attached Special Report for wheel measurements and calculations.

<b>SECTION I – DETERMINED ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS</b>																							
<b>A. ACTUARIAL</b>										<b>B. POTENTIAL YIELD</b>													
16.	17.	18.	19.	20.	21.	22.	23.	24.	25.	26.	27.	28.	29.	30.	31.	32a.	32b.	33.	34.	35.	36.	37.	38.
Field ID	Multi-Crop Code	Reported Acres	Determined Acres	Interest or Share	Risk	Type	Class	Sub-Class	Intended Use	Irr Practice	Cropping Practice	Organic Practice	Stage	Use of Acreage	Appraised Potential	Moisture % Factor	Shell %, Factor, or Value	Production Pre QA	Quality Factor	Production Post QA	Uninsured Causes	Total to Count	
<b>A</b>		<b>31.0</b>	<b>30.0</b>	<b>.500</b>		<b>997</b>					<b>003</b>		<b>R</b>	REPLANTED	<b>55.00</b>			<b>1650.00</b>		<b>1650.00</b>		<b>1650.00</b>	
<b>B</b>			<b>1.0</b>	<b>.500</b>		<b>997</b>					<b>003</b>		<b>NR</b>	NOT REPLANTED									
39. TOTAL			<b>31.0</b>	40. Quality: TW <input type="checkbox"/> KD <input type="checkbox"/> Aflatoxin <input type="checkbox"/> Vomitoxin <input type="checkbox"/> Fumonisin <input type="checkbox"/> Garlicky <input type="checkbox"/> Dark Roast <input type="checkbox"/> Sclerotinia <input type="checkbox"/> Ergoty <input type="checkbox"/> CoFo <input type="checkbox"/> Other <input type="checkbox"/> None <input type="checkbox"/>										42. TOTALS		<b>1650.00</b>		<b>1650.00</b>		<b>1650.00</b>			
41. Mycotoxins exceed FDA, State or other health organization maximum limits? Yes <input type="checkbox"/>																							

Narrative (If more space is needed, attach a Special Report) Example above shows the maximum dollar amount as allowed in the SPs for replanting payment when share is considered. Appraised potential less than 90% of the production guarantee (26.10 x 90% = 23.5 ton/ac. Appraised potential = 13.4 ton/ac. Replant amount shown in the SP = \$110.00 per acre. \$110.00 x .500 share = \$55.00 per acre replanting payment. Acreage was determined using wheel measurements. See attached Special Report for wheel measurements and calculations.

This form example does not illustrate all required entry items (e.g., signature, dates, etc.).

**Minimum Representative Sample Requirements**

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<b>Acres In Field Or Subfield</b>	<b>Minimum No. Of Samples</b>
0.1 – 10.0	3
Add one additional sample for each additional 40.0 acres (or fraction thereof) in the field or subfield.	

### Row Width and Length Table

Row Width - Inches	1/100 Acre – Feet (Plant Count Method)	1/2000 Acre – Feet (Weight Method)
42	125	6.3
40	131	6.6
38	138	6.9
36	145	7.3
34	154	7.7
32	163	8.2
30	174	8.7
28	187	9.4
26	202	10.1
24	218	10.9
22	238	11.9
20	262	13.1
18	290	14.5
16	326	16.3
14	374	18.7

When 2 or more rows are used for a pattern, divide the length of a single row pattern by the number of rows in the pattern. The combined length of all rows must equal the single row length.

If the row width in inches differs from the table values, calculate the row length necessary to equal 1/100th of an acre according to this formula:  $435.6 \div (\text{row width} \div 12)$ , round to whole feet.

**Formula for Determining Yield Factor from Emergence Through The Day Prior  
To The Earliest Delivery Date (Plant Count Methods)**

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Yield Factor = APH yield X 100 ÷ Determined Plant Population per acre after thinning but before damage (rounded to three decimal places).

**Example:** APH yield = 9,031 pounds of raw sugar per acre  
Determined plant population per acre = 25,000 plants per acre  
9,031 lbs. x 100 ÷ 25,000 plants per acre = 36.124 yield factor

**Determined Plant Population Formula Based On 1/100 Acre Sample Area (Plant Count Method)**

Feet/Sample (from exhibit 6) X 12"/foot X 100 ÷ plant spacing (in inches) after thinning = determined plant population.

**Example:**

Row Width = 42"  
Required sample row length = 125'  
Insured thinned stand to 6" intervals  
 $125' \times 12" \times 100 \div 6" = 25,000$  (determined plant population)

If all plants have been obliterated, use the plant spacing from other fields on the unit, if available. Otherwise, use the plant spacing that is prevalent in that locality for the actual row width.